

APPENDIX E

QUESTIONS and ANSWERS

1) A doctor journalized to 201, Medicine, performs examinations on several different types of inpatients. Where should his time be charged?

Distribute to the bed section categories to which the patients are assigned.

2) A neurological doctor consults with a medical doctor concerning a medical patient. Where should this time be charged?

Distribute to the medical bed section category of the patient.

3) Are reports or requests by the VISN or VACO considered VISN/National Support (Account 6011.00)?

No, unless a medical center employee is specifically requested by the VISN or VACO to perform a review, audit or investigation off station. Generally, the only cost that should be charged to this account is that percentage of time actually spent on VISN/VACO task forces, committee, programs, etc.

4) Where are Comp & Pension examinations charged?

Although the purpose of the C&P exam is to establish eligibility for benefits, the examination produces measurable workload for the outpatient clinic and should therefore be charged to the appropriate 2000 series account.

5) What is the proper distribution for military leave, sick leave, annual leave, etc.?

Employee leave of any type is a “cost of doing business” and should be distributed as if the employee was on duty.

6) Should all Services providing care to an ambulatory primary care patient distribute to 2130.00?

Services should map cost to the same account as their workload. Example: A laboratory test performed on a primary care patient would

generate a 108 clinic stop therefore Laboratory Service would distribute cost to 2612.00.

7) I have an employee charged to my Service that works part-time for another Service, how do I account for that time?

Transfer the applicable man-hours and personal services cost to that Service.

8) Where should the cost of meals provided to outpatients be distributed?

Meals provided to outpatients are usually requested by the clinic they attend and should therefore be distributed to the same account as that clinic.